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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

2 March 1955

1. Colonel White said that General Clark had recently asked the Director for documentation on any instances involving the mismanagement of Agency funds by personnel in the employ of CIA. Colonel White then asked Mr. Houston to give him a summary of any such cases and at the same time making sure that his efforts were coordinated with both Mr. Saunders and Mr. Kirkpatrick.

2. Colonel White noted that Mr. Sprankle, Chief Clerk of the House Appropriations Committee, had called regarding the Agency's budget hearings before that body saying that our hearing would be scheduled within the next few weeks. Colonel White then observed that since the Director had planned to be away from Washington between 23 March and the first week of April he did not think that it would be appropriate to schedule the hearings during that period. Mr. Saunders then said that, from his point of view, it would be possible to conduct the hearings before 23 March or later depending upon Colonel White's wishes.

3. Colonel White said that Mr. Reynolds planned to speak at the Assistant Directors' Meeting next Monday on the general topic of "Recruitment Policy." In that connection, Colonel White said that, in his opinion, it was essential that Agency recruitment efforts be thoroughly coordinated in order to prevent multiple over-lapping efforts to obtain people from the same source. Mr. Reynolds said that the current experiment, whereby the DD/I area was furnishing assistance to the Personnel Procurement Division in obtaining the services of specialists, was working very well and he underlined the need for this type of coordination by citing several recent flaps which arose from "hip-pocket" recruiting engaged in by various components in the past. At this point Colonel Baird said that he questioned this concept of coordinated recruitment believing, as he did, that it was the responsibility of the Office of Personnel to conduct all recruitment efforts. Colonel White observed that the Office of Personnel wanted to work with the various offices in the solution of their recruitment problems and not instead of them.

25X1A [REDACTED] noted that the present personnel needs of the DD/P area are in the grades 9 through 13 and that his office was working on the problem of more closely identifying specific qualifications and the furnishing of better leads on recruitment requisitions. [REDACTED]

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then mentioned what he felt was the inability of the Office of Personnel to adequately ~~survey~~^{service} the current recruitment requirements because of a shortage of field recruiters. Colonel Baird said that he had seen the recruiting force expand and contract many times over the past few years and that in its present reduced state the Personnel Procurement Division was unable to completely supply the needs of the JOT Program. He added that he was in complete support of the principle of an adequately staffed recruiting force in preference to any system of "coordination" whereby the consumer components would detail people temporarily to the recruitment problem. Colonel White indicated his awareness of this particular matter.

4. Colonel White said that the material supplied him by the various offices and staffs of the DD/S organization for his 4 March briefing was good and did not require further amplification. He said that he was interested in having Mr. Saunders supply current charts of Agency expenditures in connection with this briefing and he further asked Mr. Reynolds for up-to-date figures similar to those supplied last year for his briefing of Representative Taber. These he asked for by the close of business on Thursday.

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5. Colonel White said that General Cabell had returned from his trip to the [redacted] and that the latter was quite impressed with his inspection of the warehouse facilities there. Colonel White then asked that everyone present give immediate consideration to the problem of possible construction needs on [redacted]. He then asked [redacted] to bring the Agency [redacted] up to date by the end of March. 25X1A9a

6. Colonel White discussed the matter of Agency relations with the Department of Defense and other members of the Intelligence Community and he observed that it was incumbent upon everyone to do everything possible to insure good working relations with these various organizations.

7. A recent Agency notice regarding the submission of written reports to Colonel Grogan following any contacts with representatives of the press was discussed by Colonel White who said that this had been carefully considered and published only after the Director's personal approval. He advised that everyone must attempt to comply with the spirit of this issuance.

8. Colonel White said that the Director was concerned over a recent cable which he had failed to receive and he said that the Director had stated that it was the responsibility of the action addressee and not the Cable Secretariat to ensure proper distribution of important incoming cables.

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9. Colonel White called to the attention of all present the

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10. Colonel White cited the case of a recent Fitness Report on a military officer which had been written at headquarters and which had failed to take account of his field assignment despite the fact that the majority of the period being reported on was spent abroad. He noted the importance of Fitness Reports to persons in the military and asked that attention be given to seeing that these reports reflected all of the service of an individual for the period concerned. Dr. Tietjen then asked if the Military Personnel Division would furnish notice to each component concerned regarding due dates on Fitness Reports and Mr. Reynolds replied that the MPD would so do.

11. Colonel White said that Mr. Wisner is interested in moving the WH Division back into the I, J, K, and L Building area and that present exploration regarding the feasibility of such a move did not represent any final decision on when or where this move would be made. Mr. Garrison's office is working out the solution of this problem.

12. Colonel White said that at the 7 March meeting of the Assistant Directors the matter of outstanding advances would be brought to the Director's attention. In this connection, Colonel White asked that everyone present accelerate their efforts to recover outstanding advances made to personnel under their jurisdiction. Col. White cited the fact that he was advised by [REDACTED] that there were some 267 outstanding advances to employees who had left the Agency in a total amount of almost \$200,000. A copy of the Comptroller's report on outstanding allowances would be supplied to each Deputy Director after the 7 March meeting of the Assistant Directors.

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14. Colonel White reported that the last meeting of the CIA Career Council took up the matter of a Junior Career Development Program and that while he was personally disappointed in the failure

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of the DD/S organization to qualify any of its candidates he said that it was evident that in the next selection personnel must be named who are stronger competitors. He said that he believes in the importance of the JCD Program to the long-range interest of the Agency and that therefore the program cannot be used as a device to reassign personnel who are not wanted by their present component. He urged everyone to review their outstanding young people for the next nominations which are scheduled for this month. Colonel Baird observed that a principal factor in the selection of the JCD candidates was the candidate's own idea of what various positions he wanted to hold in the Agency and that far too many of the initial group of nominees had little or no idea regarding the course of their personal futures. Colonel Baird then suggested that this difficulty could best be countered by assuring at least one basic training course for every candidate prior to actual selection for the program. Dr. Tietjen then asked if it were possible to learn more about the various criteria used in the JCD selection process to which Colonel Baird replied that he would be happy to join Mr. Reynolds in appearing before any interested Career Board to discuss this matter further.

15. In view of the current scarcity of safes, Colonel White said that he was interested in doing everything possible to advance the cause of good records management. He also asked that Mr. Garrison and [REDACTED] make sure that the best and the most modern safes are sent to field installations [REDACTED] overseas. Col. Baird raised the question about the possibility of increasing the number of secure vaults within the Agency in preference to the procurement of more safes to which Colonel Edwards replied that he was in favor of wider use of vaults wherever possible. Colonel White then observed that in view of our plans for a new Agency building it was necessary to keep in mind the question of major expenditures for vault equipment which might not be recovered subsequently in a move to the new location. 25X1A

16. Colonel White said that there had been recent instances involving difficulties over the recovery of salary payments to staff agents in cases where their cover salary was larger than their true pay. He said that the staff agent must be made aware of his financial responsibilities before he enters into such an arrangement and a device must be instituted to ensure recovery of these funds during the time the staff agent is overseas. Mr. Saunders was asked to study this matter and report on it as soon as possible.

17. In connection with the forthcoming move of the Director's office from Administration to South Building, Colonel White said that hopes were presently high for such a move on or about 1 April. It is the Director's desire that South Building be renamed "Administration Building" and that the present Administration Building would, in turn, be redesignated as possibly "East Building." Mr. Garrison was asked to attend to this matter and to deal directly with FBS on it.

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18. Colonel White commented on the present Red Cross Drive for funds and the Director's continuing concern over CIA's showing in this and similar drives over the past years. He said that the Director feels that internal publicity and solicitation may be needed to secure the desired results. Colonel White then urged everyone to take steps to see that solicitation of employees was thorough in this campaign.

19. Colonel White said that there had been recent instances where papers had reached him directly though they should have been presented to him through [REDACTED]. He said that papers which formerly went to [REDACTED] before coming to him should continue to be sent to [REDACTED] for consideration.

20. Colonel White said that there was a possibility of a brief meeting of the steering committee on the new building on 7 March. A briefing of the National Capital Planning Commission is scheduled for 3 March. Cost estimates on the new building have risen from \$38 million dollars to \$55 million dollars and Colonel White noted that the Director was concerned over this rise. Colonel White said that it would be necessary for him to make a basic recommendation as to the most feasible size of the new structure. Mr. Garrison gave an informal report on the building cost and type of installation.

21. Colonel White said that the Director had recently asked Mr. Kirkpatrick to chair a small committee on the distribution of our written intelligence product. The Director feels that it may be possible that we are not getting the right information to the right consumer with consequent loss of credit for the work that has been done.

22. The question as to whether or not wives of Agency employees may go overseas with their husbands on TDY travel was raised at a recent Deputies' Meeting. The Director's feelings were then quoted by Colonel White for the guidance of all present.

"Wives accompanying husbands on trips must do so at no expense to the Agency and each case should be judged on its own merits with the understanding that such travel would not be a detriment to operations nor create a security problem."

Added to this, Colonel White said that he wanted to make sure that field stations were not overburdened by this type of travel and that should any such cases arise within the DD/S organization he wished to be advised of them prior to the actual approval of such travel.

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23. Colonel White urged Mr. Garrison, Mr. Reynolds, and Mr. Saunders to be sure to attend, at least once a month, the periodic meetings now being held in [REDACTED] office and attended by representatives of each of their offices and staffs. He said that he felt that this would promote the cause of better understanding of the problems of the DD/P.

24. Mr. Pforzheimer noted that he has distributed the second edition of his Congressional Legislation Review Paper and that while he did not receive comments on the first issue he was open to suggestions for improvement. He then added that it was not necessary for offices receiving copies of bills for comment to return these bills when they made their observations. Mr. Pforzheimer then said that he felt a number of people would be interested in the contents of certain Task Force reports of the Hoover Commission which are now appearing but that he (Mr. Pforzheimer) does not normally obtain these. Colonel White then asked that [REDACTED] be responsible for getting adequate copies of these reports from the GPO for distribution within the Agency.

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